

PASS POOL BOARD MEETING

April 15, 2019

6:00 PM Municipal Office

IN ATTENDANCE: Leone Stacheruk, Judy Sciarra, Sherri Gleave, Lesley Margetak, Lisa Sygutek, Doreen Glavin Apologies – Pauline Beech

AGENDA: Leone presented the Agenda. Additions to **New Business B. Cleaning** and **C. Website**. Leone **MOVED** the agenda be adopted as amended. Sherri **SECONDED** the motion. **CARRIED.**

MINUTES: The minutes from the March 25, 2019 meeting were read. One error noted – change AQUAM from *Lethbridge* to *Montreal* as company location for the lane marker signs quote. Judy **MOVED** the minutes be adopted as amended. Sherri **SECONDED** the motion. **CARRIED.**

OLD BUSINESS:

A. OH&S and Head Cashier position -

Lisa **MOVED** to go **IN CAMERA** @ 6:20 PM.

Lisa **MOVED** to come out of **IN CAMERA** @ 6:35 PM.

Judy **MOVED** to request Kristen (HR) to hire a contract position for the OH&S work to be done this season. Sherri **SECONDED** the motion. **CARRIED.**

Doreen will talk to Kristen tomorrow.

Judy **MOVED** to re-advertise in the newspaper one week for Head Cashier and cashier positions closing date being April 30, 2019. Sherri **SECONDED** the motion. **CARRIED.** (Lisa abstained)

B. Update on Signage – The 8 signs for rules and admission pricing totalling \$1370.25 from Creative Signs (Pincher Creek) have been ordered and should be arriving this week. Sherri received an estimate for the lane boards from Creative Signs but it was higher than the original quote from Aquam (Montreal) which included shipping costs.

Judy **MOVED** to request a written quote from Aquam for the lane marker boards and proceed with ordering them. Lesley **SECONDED** the motion. **CARRIED.**

Sherri will request a quote and Lesley will request a PO.

C. Update on Pool Dimensions – Lisa reported that she talked to Mel and he had a conversation with Swim Alberta regarding the procedure for re-approval of the lane dimensions for ASSA sanctioning. He has made arrangements for an official 'laser-level' measurement to be done and then he will re-submit the findings.

D. Interview Update – 17 applications have been received to date. Several interviews have taken place last week and Judy has set up the remaining ones for over Easter break as University students become available. Kristen (HR) has been informed and has offered some advice as necessary.

NEW BUSINESS:

A. Wages – As the provincial minimum wage has increased to \$15.00 the wage scale was adjusted to reflect this. Discussion was held on the pros and cons of the scale. The consensus was to adhere to the scale as policy but individual circumstances sometimes warrant a Board discussion and decision.

B. Cleaning – Last fall after closing the Board discussed having the change rooms/showers/toilet stalls professionally cleaned. At that time, as renovations were anticipated, it was decided against pursuing. As we now know that renovations will not be likely until after this season, Lesley asked if we should look into the possibility of a pre-season cleaning. Discussion noted the necessity for a deeper cleaning than the checklist that the guards are required to do, some tasks daily and some weekly. If we have a ‘spotless’ facility to start with, it would be much easier to maintain a high standard of cleanliness. Lesley will inquire with Kristen and follow-up.

C. Website – Doreen reported that she has had comments that people are accessing the website but there is no current information regarding opening, schedules, lessons, programs and prices. Discussion was held and all felt we could post last years’ schedule with minor adjustments and advertise that all levels of Red Cross lessons are anticipated every 2 weeks beginning July 1. Judy will talk to Vic and ask him to post this information and add more details as soon as management begins May 1.

Next Meeting: Monday, April 29, 2019 at 6:00 PM

Judy **MOVED** the meeting adjourn at 7:45 PM.